

**CITY OF MEDINA**  
**PLANNING COMMISSION MEETING**

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March 1, 2005  
7:00 p.m.

*Medina City Hall*  
*501 Evergreen Point Road*

**CALL TO ORDER**

March 1, 2005, Planning Commission meeting called to order by Chair Lostrom, 7:03 p.m.

**ROLL CALL**

Present: Chair Mark Lostrom, Vice Chair Mark Nelson  
Commissioners: Holly Greenspoon, Bret Jordan,  
Jim Lawrence, Debra Ricci

Absent: Robert Brog

Staff Present: Joseph Gellings, Director of Development Services;  
Rachel Baker, Administrative Assistant

**MINUTES**

MOTION NESLON, SECOND JORDAN TO APPROVE MINUTES FROM JANUARY 25, 2005 PLANNING COMMISSION SPECIAL PUBIC HEARING AND FEBRUARY 1, 2005 PLANNING COMMISSION MEETING, MOTION PASSED 6-0; 7:06 P.M.

**UPDATES**

Gellings summarized site plan review discussion from February 28, 2005 City Council Study Session and stated the item was scheduled for a public hearing during the April 11, 2005 City Council meeting.

Ricci requested a definition of wetland mitigation bank; Gellings offered to gather information from consultants and will report back to the Commission.

Gellings provided status of Council discussion regarding sideyard setbacks regulations from February 14, 2005 City Council meeting.

## **DISCUSSION**

### Administrative Variances (7:30 pm)

Gellings stated Council inserted two additional items into Planning Commission's final Work Plan: administrative variances and building permit threshold level requirements. Gellings stated Council direction was to place on top of Work Plan due to potential of streamlining permit process for applicants.

Gellings defined variances currently authorized for administrative determination (fence height, and lot coverage up to one-percent greater than the standard for that zone), and minor deviations. Gellings summarized recent cases; and criteria, costs, scheduling, noticing requirements, decision and appeal processes for both administrative and hearing examiner cases.

Discussion followed.

Planning Commission requested Gellings follow up during April meeting with meaningful percentages for variance criteria for: lot coverage, height, setbacks, fences, and impervious surface.

## **ADJOURNMENT**

MOTION LAWRENCE, SECOND JORDAN TO ADJOURN MARCH 1, 2005, PLANNING COMMISSION MEETING, MOTION PASSED 6-0, 8:57 PM
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March 1, 2005, Planning Commission meeting adjourned, 8:57 p.m.

The next Planning Commission meeting is scheduled for Tuesday,  
April 5, 2005, 7:00 pm.

Minutes taken by:

Rachel Baker  
Administrative Assistant